Integrated Public Alert and Warning System Committee

IPAWS

Thursday, August 16, 2012
1:00 p.m. – 3:00 p.m.
Chair: Ulie Seal

Bureau of Criminal Apprehension (BCA)
1430 Maryland Avenue East
St. Paul, MN 55116

Attendance:

Present	Members/alternates present:	
X	Chair: Ulie Seal	MN Fire Chiefs Association
X	John Dooley, Committee Coordinator/Chad Ostlund/Rick Luth	HSEM
X	Janell Rasmussen/David Kravik	BCA
	Dana Wahlberg	DPS/ECN, 911 Prog Mgr
X	Julie Anderson	DPS Office of Comm
Phone	Todd Krause / Joe Caldrone	National Weather Service
X	Jim duBois	MN Broadcasters Assn
	Vice Chair, Michael Martin	MN Cable Companies
Phone / VTC	Bryan Green/ Terry Stoltzman	AMEM
	Amy Hass	Xcel Energy
X	Rick Juth	Minnesota State Patrol
X	Scott Williams	Metro Radio Region
X	Don Heppelman	Twin Cities Public Television

Also attending:
Mary Phillippi, Red River Dispatch Center (phone)
Lillian McDonald, ECHO (phone)
B.J. Kolstad, Lake County Emergency Management (phone)
Pete Eggimann, MESB (phone)
Dan Anderson, Hennepin County (VTC)

Meeting Minutes

Call to order

Chair Ulie Seal calls the meeting to order at 1:04.

Approval of the Agenda

Chair Seal asks for a motion to approve the Agenda.

Agenda approved.

Approval of Previous Meeting's Minutes

Chair Seal asks for a motion to approve previous meeting's Minutes.

Jim du Bois makes a motion to approve Previous Meeting's Minutes.
Rick Juth seconds.
Minutes approved.

Reports of Standing Committees:

- **Policy (du Bois)**

du Bois has no new report.

Chair Seal states that at today's meeting, some of the workgroups tasks will be more clearly defined.

- **Infrastructure (Dooley)**

John Dooley has no new report.

- **Public Information (Anderson)**

Julie Anderson states that she met with Scott Williams yesterday and discussed tornado warnings. There has not been a warning this season. They also discussed AMEM and possibly distributing information on the WEA.

Terry Stoltzman states that he can get the information distributed at the fall conference.

Chair asks if Stoltzman can get information from the board regarding scripted messages they might be thinking about.

Stoltzman states that he will.

Williams asks if the press conference held in June was reported on at the July IPAWS meeting.

Anderson states that the news conference was well attended.

Stoltzman asks if information is going to be distributed to citizens at the State Fair.

Anderson states that they will not be at the fair.

Williams states that they are in a reactive mode.

Anderson states that she is trying to get Wireless Emergency Alert information on the annual calendar put out by Xcel. She will contact XCel.

Williams states that he presented IPAWS information at the APCO quarterly meeting.

Williams states that he will be a presenting information at the Spring APCO conference at Arrowwood and may do a workshop or a training.

Williams has made a list of 5 items that PSAPs may need:

- Model policy and procedures/Best Practice
- Templates of scripts
- Provide list of vendors off state contract for software
- Setting up and configuring software
- Training opportunities and materials

Stoltzman states that he thinks this would be a golden opportunity for IPAWS to go through SRB with a recommendation to try to get the counties the same equipment and to look for grant opportunities. If there is not funding at this time, could start to plan for it.

Reports – Other:

Chair asks Rick Juth to give an update of PSAP consolidation.

Juth states that the State Patrol is in the process of consolidating its dispatch centers from the current nine down to two. Closing Thief River Falls (Sept) and St. Cloud (Oct). NAWAS will be shut down in St. Cloud.

Eventually will be down to two NAWAS terminals in the state both operated by the State Patrol.

Dooley suggests putting together a one page information sheet for the Statewide Radio Board to let them know what is happening.

Chair asks: How resilient is the system now? Is another point needed?

Juth states that Rochester is the alternate state warning point and would be fully prepared to take over if there was a problem in Roseville.

Latest standard phases out NAWAS current method to deliver information to weather service to counties on weather service talkgroup

Joe Calderone asks if we are at the point where we can eliminate NAWAS.

Chair Seal states that the most efficient methods or communicating may not be the most reliable. Adds that system needs to be tested.

New Business:

N/A

Old Business:

- **Work Plan – Review of priorities set by each work group**

Chair Seal directs everyone to look at their work plans.

Dooley asks committee to start at Page 6, identifying local primaries as required by the FCC.

Need to identify what is required by the Feds and how will we get this to work with locals out in greater Minnesota.

Chair asks what the committee can do.

Dooley states that a local primary needs to be indentified for each region.

Chair states that it sounds like there are two pieces, federal and local, and once the LP1s and LP2s are identified, need to tie local issues into that.

Don Heppelman states that at this point, a study should commence with regard to local. LP1s (MPR) around the state have only agreed to emergency action notification and AMBER Alert. Committee would be starting from scratch for all local originations (with the exception of AMBER Alert). AMBER is the only alert that has been vetted and works for the entire state. Duplicating the AMBER Alert policies locally may be a place to start.

Chair asks if LP1s and LP2s have already been identified for the federal piece.

Dooley states that they have.

Chair asks if there is a list.

Dooley states that it is part of the EAS plan right now.

Chair asks how many members have seen the EAS Plan and asks Dooley how big the plan is.

Dooley states that the EAS Plan is 68 pages.

Chair asks Dooley to get the EAS Plan out to committee members.

Dooley states that he will get the Plan out to the members.

Chair asks Heppelman about approaching MPR to see if they are willing to partner with the State (IPAWS Committee).

Dooley says that it is important to get a picture of how it is right now and another picture of how it could be and how it would work together under CAP.

Lillian McDonald asks if there is a flowchart that outlines the process from start to finish.

Dooley states that there is, but it is not very good one.

McDonald states that process needs to be communicated. Asks about overlay and local level protocol.

Heppelman states that each alert should be looked at individually and focus on each alert's own attributes. Suggests starting with a Policy, pick the highest priority alert to start with, and work on the policies for that. Then, take the next alert and do the same. States that each alert will be different and have its own process.

duBois agrees with Heppelman's suggestion.

Chair asks if everyone understands the infrastructure.

Heppelman states that theoretically, an understanding of the infrastructure isn't necessary. States that the way the system is designed now for the CAP process, any local PSAP with the proper interface.

Chair asks Williams if this would fit in with his ideas for deliverables.

Dooley states that a good 65 to 75 percent of the codes that are out there are National Weather Service related. Realistically, they only use some of those codes and that most of the stations listen for the highest ones, i.e., tornado or other severe weather. There are only about 12 codes that we need to take a look at and take the top 5 that would be absolutely used.

Chair asks if making a map in relation to each of those codes is what the committee should do. Asks where codes are listed.

Dooley states that they are listed in the code of federal regulations in the EAS Plan. Dooley will send out a one-page sheet to show the newer ones issued in 2004-05.

Heppelman states that a list should be provided to all committee members and a vote taken as to which should be utilized.

duBois agrees.

Chair states that a map can be created for those codes.

Heppelman states that the end users need to be trained to listen for them.

Chair states that map could be different for metro area and outstate regions.

Williams suggests diagramming presidential alerts.

Heppelman disagrees stating that we should "divorce" the federal and the local for clarity in the next generation Alert and Warning Plan.

Williams suggests starting with AMBER.

Heppelman states that AMBER is an excellent example of a process that is working today and is something we can grow with.

Dooley agrees.

Chair states that the Work Plan has a lot of moving pieces and relationships.

Dooley suggests giving each code its own page.

Williams states that would be very helpful for training.

Chair asks about "Procedure, Coordination of System Testing" on Page 8 of Work Plan.

Dooley states that this is infrastructure but it's also policy.

Chair asks if there is a procedure now.

Dooley says there is but wonders if it is followed closely.

Heppelman says that it is. Proposes that committee consider this a crucial training as well as a testing device. Believes this should be a crucial element of whatever plan is generated as it is a great opportunity for testing.

Dooley states that the alerts need to come from DPS.

Chair asks if this procedure is part of the EAS Plan now.

Dooley states that it is.

Heppelman agrees that WCCO should be part of it but agrees with Dooley that it should come from BCA and DPS and each place that is authorized to make an origination.

Chair asks if there is a list of PSAPs now that can originate.

Dooley states that we do not know.

Heppelman suggests that in order to qualify for a monthly test, a PSAP have the ability to be CAP Compliant at the same time.

Chair asks committee members if there are any questions.

Chair states that the committee will pick up on page 7 of the Work Plan at the next meeting.

Other Business:

N/A

Announcements/Discussion

Chair adjourns meeting.

Meeting is adjourned 2:40